



**NSGEU STAFF VACANCY
EDUCATION OFFICER – EXTERNAL POSTING
TERM TO FEBRUARY 27, 2026 – WITH THE OPTION TO EXTEND
DARTMOUTH NS
COMPETITION #2025-07**

DUTIES: The Education Officer must develop, implement and maintain resource material for training programs, seminars and workshops for members and staff. The successful applicant will be expected to prepare course outlines, assist staff and members in the delivery of courses, facilitate and co-facilitate course delivery, develop programs such as the steward program and assist Chief Stewards with the development and implementation of the steward recruitment programs. The Education Officer will work with member committees to develop policy recommendations and deliver courses for affiliates. The incumbent is expected to liaise with the National Union of Public and General Employees and education institutions to develop and implement joint educational initiatives. The Education Officer may also participate in Federation of Labour and NSGEU committees.

The Education Officer may also assist in the planning and implementation of campaigns important to the NSGEU. These include political action campaigns.

QUALIFICATIONS: This position requires an undergraduate degree including experience in course work in adult education or an equivalent combination of education and experience. Applicants must have a comprehensive knowledge of legislation and regulations affecting NSGEU members. Applicants must have experience coordinating campaigns aimed at motivating large groups. This would include experience supporting public campaigns. This position requires that the incumbent have a comprehensive knowledge of and remain up to date on legislation and regulations affecting NSGEU members and advances in adult education techniques including social media and information technology. The Applicant must also have a demonstrated commitment to the Labour movement and share a social democratic philosophy.

KNOWLEDGE: The applicant must have an understanding of the constitutional and organizational structure of the Union, plus knowledge of the Labour movement, adult education techniques, program development, and Trade Union campaign organizing.

ABILITIES: Applicants must possess an outstanding ability to communicate effectively both verbally and in writing. The incumbent must be able to organize and prioritize a varying workday and workload. They must be able to work in close collaboration with senior management and elected NSGEU members. They must be capable of planning and organizing training, education sessions and conferences and possess the ability to use existing and emerging technologies as teaching aids. The Applicant must have the ability to develop positive working relationships with membership, staff and employers. The Education Officer will be required to work flexible hours to accommodate out of town workshops, organizing meetings, etc.

SALARY: \$99,503 (Starting Rate)

CLOSING: Please submit your cover letter and resume (merged into one document and identifying the competition number) outlining your qualifications, skills and experience to: NSGEU, 255 John Savage Avenue, Dartmouth NS B3B 0J3 or e-mail to jobs@nsgeu.ca or via facsimile at (902) 428-0190 **no later than 5:00pm on August 8, 2025.**

We thank all applicants for their interest but wish to advise that only candidates selected for an interview will be contacted further. No interviews from outside IAMAW, Local 2797 and NSGEU memberships shall take place until such time as all qualified applicants from the above have been interviewed and no successful candidate found. NSGEU will request time for union leave for the successful applicant where necessary.